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6 September 1956

The Honorable Percival F. Brundage
Director
Bureau of the Budget
Washington 25, D. C.

Dear Mr. Brundage:

The recommendations contained in Attachment B to Bureau of the Budget Bulletin No. 57-3 regarding records retention requirements, have been reviewed. We agree with the objective. However, no action by this Agency seems to be required.

Contract records are the only records or forms which we require the public to retain. All of our contracts now contain a clause providing for a fixed retention period which does not exceed six years from a clearly defined starting date, as suggested in the recommendations.

Mr. [redacted] has been designated to serve as liaison with the Office of Statistical Standards of the Bureau of the Budget in accordance with the request contained in the bulletin. 25X1A9a

Sincerely yours,

(signed) H. Gates Lloyd OK

H. Gates Lloyd
Deputy Director

Mgt/S/RMB/[redacted]l (27 Aug 56) 25X1A9a
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